

August 25, 2011

Dear Viking Parent/Guardian,

I am looking forward to having your child in my Introduction to Biology class this semester. Since the North Carolina Standard of Study for Biology covers a lot of material in its five goals, we will introduce the three most difficult goals in this class. The second semester Biology class will cover the entire curriculum. Students will feel more confident in that course after our review of the most difficult topics.

The success of your child depends on all of us working together. To help your child achieve this:

1. **Please review all the papers sent home with your child:**
  - a. Course Plan,
  - b. Pacing Guide,
  - c. Safety Contract, and
  - d. Science Dept. Rules & Regulations.
2. **Impress upon them the importance of attendance!** Students will benefit daily from classroom activities that are essential to this course. All missed assignments must be made up.
3. **Please provide an environment (time, space, resources) for homework and studying that supports success.** Homework may be assigned each night. This ensures we cover the curriculum. Also, please ask your child what they learned each day to help them summarize and review the material.
4. **Sign the Mid-term & End of the 6 weeks progress reports that will be sent home.** Students must return the signed reports for a grade within 5 school days. Approximate mid 6 weeks dates are Sept. 15, Oct. 28, & Dec.15. End of 6 weeks progress reports are Oct.6, Nov. 21, & Jan. 18.
5. **Note that a Final Exam will be given that covers the goals we will cover.** It will be given between Jan. 12 –18, 2012. This exam counts 25% of their TOTAL GRADE.
6. **Be involved in our positive reinforcement strategies!** Examples we use include verbal praise, raffle, student of the week, notes sent home, and phone calls.

If you have questions at any time, please call or send me an email. I will respond as soon as possible, or we can set up a conference. Thank you for taking the time to read this letter and to review the papers describing the course expectations with your child. Please return the **Signature Sheet** to me as soon as possible. Your involvement in your child's education is very important. With good communication and collaboration, we can produce the best learning experience for your child.

Sincerely,

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